

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2769

SUPPLEMENTAL COMPLIANCE REPORT

OF

TOWN OF WOLCOTT

WHITE COUNTY, INDIANA

January 1, 2019 to December 31, 2019



FILED

09/01/2020

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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Linda S. Bajzatt Pamela D. Bennett	01-01-19 to 12-10-19 12-11-19 to 12-31-20
President of the Town Council	Michael J. Johnson	01-01-19 to 12-31-20



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF THE TOWN OF WOLCOTT, WHITE COUNTY, INDIANA

This report is supplemental to our audit report of the Town of Wolcott (Town), for the period from January 1, 2019 to December 31, 2019. It has been provided as a separate report so that the reader may easily identify any Audit Results and Comments that pertain to the Town. It should be read in conjunction with our Financial Statement Audit Report of the Town, which provides our opinions on the Town's financial statement. This report may be found at www.in.gov/sboa/.

As authorized under Indiana Code 5-11-1, we performed procedures to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts. The Audit Results and Comments contained herein describe the identified reportable instances of noncompliance found as a result of these procedures. Our tests were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

Any Official Response to the Audit Results and Comments, incorporated within this report, was not verified for accuracy.

Paul D. Joyce
Paul D. Joyce, CPA
State Examiner

August 19, 2020

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CLERK-TREASURER
TOWN OF WOLCOTT

CLERK-TREASURER
TOWN OF WOLCOTT
AUDIT RESULTS AND COMMENTS

BANK ACCOUNT RECONCILIATION

Condition and Context

The bank account reconciliation as presented was not in agreement with the record balances as of December 31, 2019. The record balance exceeded the reconciled bank balance by an unidentified difference of \$13,372.67.

Criteria

Indiana Code 5-13-6-1(e) states: "All local investment officers shall reconcile at least monthly the balance of public funds, as disclosed by the records of the local officers, with the balance statements provided by the respective depositories."

At all times, the manual and/or computerized records, subsidiary ledgers, control ledger, and reconciled bank balance must agree. If the reconciled bank balance is less than the subsidiary or control ledgers, the amount needed to balance may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns of Indiana, Chapter 1)

TRAINING ON INTERNAL CONTROL STANDARDS

The same comment also appeared in the prior Report B55689.

Condition and Context

No documentation was provided to verify that required training on internal control standards and procedures was properly completed.

CLERK-TREASURER
TOWN OF WOLCOTT
AUDIT RESULTS AND COMMENTS
(Continued)

Criteria

Indiana Code 5-11-1-27(g) states in part:

"After June 30, 2016, the legislative body of a political subdivision shall ensure that: . . .

- (2) personnel receive training concerning the internal control standards and procedures adopted by the political subdivision."

CERTIFICATION ON INTERNAL CONTROL STANDARDS

The same comment also appeared in the prior Report B55689.

Condition and Context

The Town incorrectly certified on the Indiana Gateway for Government Units financial reporting system for the audit period, that personnel had completed the training on internal control standards. There was no documentation provided to verify that personnel had received training on these standards.

Criteria

Indiana Code 5-11-1-4(a) states:

"The state examiner shall require from every municipality and every state or local governmental unit, entity, or instrumentality financial reports covering the full period of each fiscal year. These reports shall be prepared, verified, and filed with the state examiner not later than sixty (60) days after the close of each fiscal year. The reports must be in the form and content prescribed by the state examiner and filed electronically in the manner prescribed under [IC 5-14-3.8-7](#)."

CLERK-TREASURER
TOWN OF WOLCOTT
EXIT CONFERENCE

The contents of this report were discussed on August 19, 2020, with Pamela D. Bennett, Clerk-Treasurer, and Michael J. Johnson, President of the Town Council. A separate exit conference was also conducted on August 19, 2020, with Linda S. Bajzatt, former Clerk-Treasurer.